

**ST. MARY'S COUNTY
BOARD OF COUNTY COMMISSIONERS' MEETING
Tuesday, April 23, 2013**

Present: Commissioner President Francis Jack Russell
Commissioner Todd B. Morgan
Commissioner Cynthia L. Jones
Dr. Rebecca Bridgett, County Administrator
Sharon Ferris (Recorder)

Absent: Commissioner Lawrence D. Jarboe
Commissioner Daniel L. Morris

CALL TO ORDER

Commissioner President Russell called the business meeting to order at 9:00 am in the Chesapeake Building meeting room, Governmental Center.

APPROVAL OF MINUTES

Approval of the minutes from the April 16, 2013, was postponed until April 30, since only two Commissioners present today were in attendance on April 16.

INVITATION TO CHRISTMAS IN APRIL 23rd NATIONAL REBUILDING DAY

Present: Darene Kleinsorgen, Exec. Director, Christmas in April
Howard Thompson, President
Board Members: Anne Marum, Ann Hall, and Sandra Johnson

The Commissioners were invited to participate in the 23rd Christmas in April National Rebuilding Day on Saturday, April 27, 2013. Over the past 22 years more than 600 homes throughout the county has benefited from this program with an additional 18 homes slated for this year.

**PROPOSED RESOLUTION TO WAIVE LANDFILL FEES ASSOCIATED WITH
2013 NATIONAL REBUILDING DAY**

Present: George Erichsen, Director, Dept. Public Works and Transportation

Mr. Erichsen requested that the landfill fees be waived for approximately 100 tons of waste materials that will be generated as a result of the Christmas in April Program.

Commissioner Morgan moved, seconded by Commissioner Jones, to sign the Resolution waiving the landfill fees associated with the Christmas in April Program scheduled for Saturday, April 27, 2013. Motion carried 3-0.

PROCLAMATION WAS PRESENTED FOR FAIR HOUSING MONTH

FIRE/EMERGENCY SERVICES PLANS FOR NATIONAL VOLUNTEER WEEK

Present: Bob Kelly, Director, Dept. Emergency Services and Information Technology
William Smith, Recruitment & Retention Coordinator, Dept. Emergency Services
and Information Technology

St. Mary's County is 100% dependent on volunteers for Fire Departments and Rescue Squads. These volunteers responded to 13,000 calls last year. Recruitment initiatives underway include signs posted throughout the County requesting volunteers and the opening of all fire and rescue stations to area residents on April 27, 2013, from 1:00 pm to 4:00 pm, to educate the community on what it takes to be a volunteer.

INVITATION TO "PRIDE IN THE PARK" EVENT

Present: Steve Anderson, Director, Dept. Economic and Community Development
Mark Pinekenstein, Chairman, Lexington Park Business and Community
Association and CEO, Compass Systems, Inc.
Tony Jones, St. Mary's County Public Information Officer

The Lexington Park Business and Community Association is sponsoring the 2nd annual Pride in the Park parade on Saturday, May 4, 2013, at 10:00 am. The parade theme this year will be the 70th Anniversary of NAS Patuxent River.

COUNTY ADMINISTRATOR

1. Draft Agendas for April 30 and May 7, 2013.
2. **Department of Recreation and Parks** (*Brian Loewe, Director; Jessica Hale, Recreation Division Manager*)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the Memorandum of Understanding and related certifications and assurances between the County and the Department of Health and Mental Hygiene, Developmental Disabilities Administration, on behalf of the Department of Recreation and Parks for assisting in funding the New Horizons Summer Camp, in the total amount of \$29,066. Motion carried 3-0.

3. Department of Aging and Human Services (*Lori Jennings-Harris, Director; Peggy Maio Fiscal Supervisor; Alice Allen, Manager, Senior Center Operations*)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute the Memorandum of Agreement between St. Mary's County and the Tri-County AmeriCorps Services Project, Inc. on behalf of the Department of Aging and Human Services to host one part-time member between the periods of September 21, 2012, to August 31, 2013, for the amount of \$3,122. Motion carried 3-0.

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the budget amendment realigning \$18,317 within the departmental budget and using \$33,683 from the Commissioners' Emergency Appropriations Reserve to increase the Department of Aging and Human Services FY2013 food budget to cover the increased costs for Home Delivered and Congregate meals. Motion carried 3-0.

4. Department of Land Use and Growth Management (*Phil Shire, Director*)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and sign the Resolution amending Resolutions No. W/S 92-01 and 94-04 to reduce the allocation of equivalent dwelling units of sewerage treatment capacity to Map 66, Parcel 43, from four (4) to two (2); and to Map 69, Parcel 117, to zero (0); and reduce the total number of equivalent dwelling units allocated to St. George's Island to 236. Motion carried 3-0.

5. Department of Public Works and Transportation (*George Erichsen, Director*)

Commissioner Morgan moved, seconded by Commissioner Jones, to approve and authorize Commissioner President Russell to execute the two budget amendments in the amount of \$73,400 and \$207,965 realigning revenues and expenses between the ADC Renovation/Addition Phase 1 and 2, and the Phase 1 and the FIN13 Capital Reserve. Motion carried 3-0.

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize the Director of Public Works and Transportation to execute and record the easement agreements and pay compensation to the affected property owners in the amount of \$3,344 on behalf of the Commissioners of St. Mary's County for the Dr. Johnson Road Culvert Replacement Project (HW-1001) as presented by staff. Motion carried 3-0.

6. Department of Finance (*Jeannette Cudmore, Deputy CFO*)

Commissioner Jones moved, seconded by Commissioner Morgan, to approve and authorize Commissioner President Russell to execute eight budget amendments realigning Departments so that items identified in the FY2014 Budget Requests can be purchased out of existing funds in FY2013. Motion carried 3-0.

**DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT:
FUNDING ANALYSIS OF STRENGTHS, WEAKNESSES, OPPORTUNITIES AND
THREATS (SWOT) PERTAINING TO NAS, PATUXENT RIVER, AND ST. MARY'S
COUNTY**

Present: Steve Anderson, Director, Dept. of Economic and Community Development

Mr. Anderson provided a presentation on the Strength, Weakness, Opportunities, and Threats (SWOT) analysis process. He explained that a SWOT analysis could be conducted by a consultant to identify issues the County needs to address and steps that need taken to prepare for BRAC. The analysis could be completed within 60-90 days. He indicated that the County is behind the curve at this time as other states have already taken steps to address BRAC issues. SWOT analysis information can also be used to develop the Comprehensive Strategy for the County.

Commissioner Morgan stressed the importance of preparing for BRAC earlier rather than later. The President proposed a new round of military base closures and shifts in his 2014 budget request. Commissioner Morgan emphasized the importance of doing the analysis not only for BRAC, but for other economic activities in the County.

Commissioner Jones stated that every time there is a BRAC proposal, the number of options available is diminishing and stressed the importance of doing an analysis prior to composing a plan. She then echoed Commissioner Morgan's desire to move forward.

COMMISSIONER'S TIME

The Commissioners highlighted events of the past week.

ADJOURNMENT

The meeting adjourned at 10:05 am.

Minutes Approved by the Board of County Commissioners on _____

Sharon Ferris, Senior Administrative Coordinator (Recorder)